

JUNE 10, 2009 Airport Commission Minutes

Chairman Crowley called the meeting to order at 8:00 a.m. Present for today's meeting were Secretary Richards, Vice-Chairman Bluemke and Commissioners Falstad and Schoepke. Others present: Val Ramos, Airport Administration; Dennis Mohr, Waukesha Aviation Club; Kurt Stanich, Airport Operations Assistant; Harry Becker, Atlantic Aviation; Linda Witkowski, Waukesha County Finance Dept; Andrew Groth, Control Tower; Brian Behrens, Spring City Aviation; Tim Tyre, Spring City Aviation; Steve Betzler, AOPA/Wings Over Waukesha Tour; Marc DeVillers, MPMC/Flight for Life; ray Dalman, Atlantic Aviation; and Keith Markano, Airport Manager.

Approve/modify meeting minutes of May 13, 2009 – Commissioner Falstad moved to approve the May 13, 2009 minutes with a second by Secretary Richards. The motion passed.

Public comment/correspondence - Brian Behrens, Spring City Aviation, addressed the Commission regarding use of the conference room in the terminal building. Mr. Behrens said he was upset when notified at the last minute that ground school training could not be held in the conference room. He said ground school classes were held in the room when they last had a ground school in the fall of 2008, so he was not aware that this was a problem. He said they should be allowed to use the room for the public to receive ground school instruction. The only other facility they have for classes is their hangar in the southeast area and said using this facility would cause security problems at the airport. Mr. Markano said the room is available for non-profit or aviation related groups, and for businesses flying into the airport that want to use the room for meetings. He said Mr. Behrens was allowed to use the room in 2008 because it was already too late by the time it came to our attention for Spring City to find another location for the classes. Mr. Markano informed Mr. Behrens that if they planned to continue holding ground school courses in the future, since this is for profit, they would need to find alternate accommodations. Mr. Markano informed the Commission that Mr. Behrens was also informed well in advance of the current ground school that for the same reasons as last fall, Spring City could not use the room and would need to make arrangements to find another location. As the start date approached the instructors came in to see Mr. Markano about using the room, Mr. Markano told them to have Mr. Behrens contact him about this. Mr. Markano said he left several messages for Mr. Behrens to contact him regarding this and Mr. Behrens did not return his calls. The County's policy is that the conference rooms can be used by non-profit groups such as Waukesha Aviation Club. They are not for private use or by a for profit venture. The Commission discussed some options to this situation such as making the conference room a part of the fixed base operator's lease agreement and having them control use of the room. They asked Mr. Markano to research options with Corporation Counsel on this.

Discussion and action on creating a viewing area at the airport by the Waukesha Aviation Club – Chairman Crowley asked Mr. Mohr, Waukesha Aviation Club, to address the Commission on this item. Mr. Mohr said people would park by the old terminal building parking lot to view aircraft take offs and landings. Since the building was removed, there are security reasons preventing the public from doing this anymore. Mr. Mohr showed the Commission several pictures of parked cars in the northeast corner area of the airport to observe the planes take off and land at the airport. They would also have a radio frequency for observers to tune in and listen to air traffic activity. He also provided two rough draft layouts of the proposed viewing area. Mr. Markano presented the proposed layout plans he received from Mr. Mohr (the Commission received these prior to the meeting). The Commission asked who would maintain the area. Mr. Mohr said the Aviation Club would maintain the area and keep it clean. Chairman Crowley called on Mr. Betzler. Mr. Betzler said the Waukesha Aviation Club has been a supporter of the airport from the beginning. The Club has always volunteered their assistance and worked on various airport improvements on their own. The Aviation Club has donated a wind speed indicator, the O'Brien/Crites Field Museum, twenty chairs for the new terminal building conference room, the tetrahedron that they have rewired, rebuilt and painted, and volunteered their time and services to several airport dedications ceremonies. Chairman Crowley thanked Mr. Betzler for his comments. Mr. Mohr said the Club would also take care of signage, the standard highway signs, with radio tune in information on them. Mr. Markano will need to address the signage policy with the County and City of Waukesha. The Commission preferred option three that would not move the existing fence line but would

close in the unusable area behind the gate access control system bollards. They suggested keeping the area as it is and if more room is needed for parking/observers, the Commission will address this in the future. A motion to approve option three of the viewing area proposal with the picnic table and signs, and review by the Airport Administration prior to installation was made by Commissioner Schoepke with a second from Commissioner Falstad. The motion passed.

Discussion and action on airport capital projects and operating budget – Mr. Markano reviewed the operating budget with the Commission. He gave a summary overview, reviewed the objectives and security guidelines by the TSA that the airport should meet. The snow removal bids are due June 26, but there are still several options being looked at for mowing services and nothing has been decided yet. Mr. Markano said he and Mrs. Witkowski, Budget Analyst, worked together and were able to meet the budget target for the airport. A motion to approve the operating budget presented at today's meeting was made by Secretary Richards with a second by Commissioner Falstad. The motion passed. Next, Mr. Markano reviewed the capital projects with the Commission. He explained the runway safety area declared distances project to the Commission. Mr. Markano said the airfield lighting and navigational equipment could be affected by this project and options on relocating need to be addressed. Vice-chairman Bluemke asked if taxiways C & D marking and lighting would be done. Mr. Markano replied they would be done as part of the taxiway reconstruction project. Secretary Richards asked if the airport was still looking at other location sites for equipment storage and maintenance. Mr. Markano said they were looking at this. Because of the delays in federal funding the timeline for rehabilitation work on runway 10/28 and the runway safety area project would be difficult because the runway will need to be closed during portions of each project. We need to consider how to phase the projects to minimize the disruption caused by runway closures. Mr. Markano said he was working with the County's facilities department to develop a maintenance plan for the county owned buildings on the airport. Commissioner Schoepke said capital projects for building maintenance were new to him, and Mr. Markano explained what they were. He explained that any unexpected or urgent repairs came out of the operating budget and planned repair or replacement of building items at the end of their useful life, such as air handlers and boilers are handled as capital projects. A motion to approve the capital project presented at today's meeting was made by Secretary Richards with a second by Commissioner Falstad. The motion passed.

Discussion on fuel sales – Chairman Crowley said Commissioner Schoepke requested this agenda item at the last Commission meeting. Chairman Crowley opened this item for discussion. Commissioner Schoepke pointed out that fuel sales were down and asked what could be done to change this. Commissioner Schoepke gave copies of an article on the price of fuel at Page Field in Fort Meyer's, Florida. He asked the Commission what their feeling was on this subject. Vice-chairman Bluemke said the airport could not compare to Page Field. Perhaps the fuel fee agreement the FBO has with the County needs to be re-addressed. A comment was made that general aviation is now flying as much and therefore less fuel is being purchased. Secretary Richards pointed out that Atlantic Aviation, the airport's fixed based operator, is also losing revenue because of this. Vice-chairman Bluemke suggested forming a subcommittee to address this. Mr. Betzler informed the Commission that a survey would be going out to pilots using Waukesha about fuel use/purchase, and other questions. He said this survey could be useful to the Commission. Mr. Becker, Atlantic Aviation, gave the Commission a handout of their fuel sales and a breakdown of their monthly expenses. He said the flight departments are cutting down everywhere and planes are just not flying as they use to. The facility fee is waived if they purchase fuel from Atlantic; he said most places do this. He said Atlantic's fuel sales are down but that the monthly costs to provide services doesn't change, the bills and labor costs must continue to be paid. Vice-chairman Bluemke pointed out that maintenance/repair for larger type planes is not available at the airport; maybe this should be looked at. Mr. Behrens said that by allowing flight instruction in the conference room this would encourage use at the airport and fuel purchases would be made. Chairman Crowley said a subcommittee would be created to address the price of fuel and the impact on the community. Commissioner Bluemke and Vice-chairman Bluemke were appointed by Chairman Crowley to head the subcommittee and this would be an agenda item for the next Commission meeting. Chairman Crowley thanked everyone for their suggestions and comments.

Chairman's report – Chairman Crowley asked Mr. Betzler for an update on the B-17 "Wings Over Waukesha" event at the airport. Mr. Betzler said media coverage for next week June 19,20 and 21 was underway and that everything is pretty well taken care of. He said Atlantic Aviation was hosting the 452nd Hospital Support Wing deployment to Afghanistan on Sunday. The Commission expressed their appreciation to Mr. Betzler for his time in organizing this event at the airport.
(Vice-chairman Bluemke left the meeting 10:10 a.m.)

Airport Manager's report – None

Future Commission agenda items – Subcommittee fuel prices.

Motion to adjourn by Secretary Richards with a second by Commissioner Schoepke. Motion passed.

Meeting adjourned at 10:20 a.m.

Next Commission Meeting: July 8, 2009.

Respectfully submitted

Dick Richards
Secretary
June 10, 2009